

**MINUTES
STATE BOARD FOR COMMUNITY AND JUNIOR COLLEGES
MAY 25, 2001**

The regular meeting of the State Board for Community and Junior Colleges was held on Friday, May 25, 2001, at 9:00 a.m., in the Magnolia Room of the Zee A. Barron Student Union Building of Coahoma Community College in Clarksdale, Mississippi.

Members present: Yvonne Brown, Brenda Collins, Joanna Heidel, Veldore Heidelberg, Henry Hudspeth, John Junkin, Jimmy Murphy, George Walker, and Lawrence Warren.

Member absent: Sara Fox.

Staff in attendance: Dr. Olon Ray, Dr. Randall Bradberry, Becky Cade, Deborah Gilbert, Sandra Lucas, Dr. Wayne Stonecypher, Dr. Evelyn Webb, and Frankie Walton White.

Guests in attendance: Dr. Vivian Presley and Dr. David Cole.

CALL TO ORDER

Chairman George Walker called the meeting to order at 9:00 a.m.

PRELIMINARIES

Brenda Collins gave the invocation.

Approval of Minutes of the April 26 and 27, 2001, Board Meetings

On a motion by John Junkin, and a second by Henry Hudspeth, the Board voted unanimously to approve the minutes of the April 26 and 27, 2001, meetings.

Review and Approval of Agenda

On a motion by Henry Hudspeth, and a second by Yvonne Brown, the Board voted unanimously to approve the agenda as presented.

ACKNOWLEDGMENTS/INTRODUCTIONS

Mr. Walker welcomed all guests present.

WELCOME AND COMMENTS ON COAHOMA COMMUNITY COLLEGE

Coahoma Community College President, Dr. Vivian Presley, welcomed the SBCJC and gave a report on the exciting changes taking place at the college. She distributed a packet of information to each Board member. Dr. Presley reported that SBCJC Associate Executive Director for Accountability and Support Services, Dr. Evelyn Webb, was the keynote speaker during the recent commencement exercises where 170 students received degrees.

Dr. Presley gave the Board a report on Coahoma's annual "mini retreat" where faculty and staff examine programs and the mission of the college to better provide services for students. Since the community college funding is enrollment driven, Dr. Presley stated that avenues to increase enrollment are always a priority. Last year Coahoma Community College experienced a 9% enrollment increase. Also, Dr. Presley reported that the Southern Association of Colleges and Schools (SACS) had reaffirmed Coahoma's accreditation status with only minor recommendations; however, the college received two commendations. One commendation was received in the area of financial aid where Coahoma has an almost 0% default rate on student loans for the year. The second commendation was for the Skill Tech Center.

Coahoma's administrative staff participated in a "mini retreat" to plan for 2001. During the retreat focus was placed on establishing partnerships with local agencies and institutions to strengthen the programs at the college. Dr. Presley reported on a partnership with the Ford Foundation to participate in the Rural Community College Initiative program to provide more resources to their local community for economic development. She reported that nine Coahoma students are participating with the U. S. Navy in a mentoring program for math and oceanography. For students who participate and complete projects the Navy has set aside \$25,000 in scholarship funds. Also, Coahoma students are participating in a Stennis Space Center summer internship program. The college has also partnered with the Tri-County Workforce Alliance, funded through the Mid-South Foundation, to promote a program for women in carpentry.

Dr. Presley gave the Board a report on the JASON Project. Coahoma Community College is one of three Mississippi sites chosen to participate in the project that was developed by Dr. Robert Ballard. The project, allows students to witness live broadcasts of exploration expeditions. During the last year over 5,000 students traveled to the college to view the exploration of active volcanoes in Hawaii. For the past three years Coahoma has had a student chosen to participate as a member of the exploration team.

Dr. Presley gave an update on the building projects at the college, including a new men's dormitory. She also gave a brief report on the Skill Tech Center and its very rapid growth.

EXECUTIVE DIRECTOR'S REPORT

On behalf of the SBCJC, Dr. Olon Ray, thanked Dr. Presley and Coahoma Community College staff for hosting the meeting.

Dr. Olon Ray updated the Board on activities identified as major goals for the upcoming year by SBCJC staff.

1. Developing on-line workforce training classes and training programs for "cluster groups",
2. Developing and implementing electronic enrollment audit procedures,
3. GED Programs,
4. Off campus funding, and
5. Revising guidelines for calculating funding for Mississippi Virtual Community College (MSVCC) students.

Dr. Ray gave a brief update on issues related to ETV concerns. Dr. Ray has requested that he be placed on the ETV Board meeting agenda for the June 18, 2001, meeting.

Dr. Ray reported that he had written a letter to IHL Commissioner, Dr. Tom Layzell, stating the Board's concerns with regard to IHL's Report on Continuing Education entitled "*Mississippi Adult Workers as Lifelong Learners*". The Board was concerned that the actions outlined in the report might create a duplication of services. Dr. Ray stated that the Mississippi Association of Community and Junior Colleges (MACJC) had authorized their Vice-Chairman to draft and forward a letter to IHL expressing their similar concerns.

Dr. Ray reported that he would be out of the SBCJC office on vacation for the upcoming week.

REPORTS/ACTION

MACJC Report

Dr. Vivian Presley reported on the following items that were discussed during the MACJC meeting on April 24, 2001.

Dr. Clyde Muse gave a report from the MACJC Teacher Preparation Initiative Committee. The Initiative would allow the community colleges to work in collaboration with the Universities to increase the number of students entering into teacher education programs. Statistics prove that 50% of all teachers begin their education at community and junior colleges.

Dr. Cathy Grace, with Mississippi State University's Early Childhood Institute, gave a presentation on teacher preparation for individuals working with children from birth through pre-kindergarten. The project was developed to provide career advancement for individuals interested in the early childhood development profession.

Dr. Muse discussed plans for the MACJC Legislative Workshop scheduled for June at the Goldstrike Hotel in Robinsonville, Mississippi. During the discussion the Association outlined a list of legislators that will be invited to attend the Legislative Workshop.

Dr. Presley also reported that the MACJC met on Monday, May 21, 2001, at the Greenville Higher Education Center and visited with retiring Mississippi Delta Community College President, Dr. Bobby Garvin.

Status Report on Lawsuit

Dr. Olon Ray gave a brief update on the IHL-USM Gulf Park Campus Lawsuit. Attorney Jimmy Robertson has made a request to the Mississippi Supreme Court for an extension of time to file a response.

Policy Development and/or Revisions

Dr. Olon Ray presented two recommendations for SBCJC policies for the Board's review. The information was only for review, inasmuch as changes will be incorporated as they develop. Dr. Ray stated that final recommendations would be presented to the Board for action at a future meeting.

The first document was a draft of the SBCJC State Funding for Mississippi Virtual Community College Consortium Proposal (Exhibit A). The recommendations would impact funding beginning with fiscal year 2003. Dr. Ray stated that he had visited with each community and junior college president to discuss the recommendations and that a draft copy was also distributed at the MACJC meeting on Monday, May 23, 2001. At that meeting the presidents raised questions and discussed concerns related to the recommendations. Dr. Ray briefly relayed concerns voiced by MACJC presidents to the Board. The presidents will further discuss the recommendations at the MACJC Legislative Planning Workshop on June 8-10, 2001. Dr. Ray stated that after that meeting the recommendations would be updated and copies will be forwarded to Board members for review prior to the next SBCJC meeting.

Brenda Collins asked that Board members be provided with figures that would show the financial impact the recommendations would have on the colleges. Veldore Heidelberg recommended that the MACJC presidents attend the next meeting to voice their concerns and positions with the Board.

Dr. Ray distributed a draft of the SBCJC Guidelines for Establishing a New Campus or Off-Campus Site and for Changing the Instructional Mission at an Extension Center or an Off-Campus Site (Exhibit B). This document was also distributed to the MACJC presidents at the May 21, 2001, meeting. Dr. Ray also discussed the presidents' comments and recommendations related to the guidelines with the Board. He stated that as changes are made to the guidelines, updated copies will be forwarded to Board members before the next meeting.

The meeting recessed at 10:20 a.m. and reconvened at 10:30 a.m.

EdNet Report

Yvonne Brown reported on agenda items discussed during the May 21, 2001, regular EdNet Board meeting (Exhibit C). EdNet's applications for a School Safety Research Grant and a LAAP Grant were not approved. Mrs. Brown reported that highlights from the State Treasurer's Women's Money Management Conference, EdNet's first streaming video program, should be available shortly via the web site www.msednet.com. Copies of the program are available on CD ROM at an approximate cost of \$5.00 each.

The EdNet Board discussed the installation of drops to courthouses across Mississippi. Also, contacts have been made with the Mississippi Attorney General's Office and Mississippi ETV to discuss videotaping workshops for broadcast to provide prosecutor training.

Mrs. Brown reported that the Governor's office is drafting a proclamation in support of EdNet's fight to retain the ITFS spectrum. The FCC ruling regarding the spectrum may be delayed by the recent nomination of several new FCC Commissioners that will have

to be confirmed by Congress. EdNet and the Mississippi Department of Education are cooperating on a new survey of the schools wired with drops within the Jackson cell. Each school principal will be asked to designate a specific staff person to serve as the school's EdNet contact, to locate the Wireless One cable drop and determine if it is in good working order.

As is the case of almost all ITFS licensors either leasing or planning to lease excess capacity, EdNet must be able to place value on their wireless resource. While EdNet has general ideas about spectrum value, a more accurate evaluation will aid them in negotiating a net contract. In the near future, EdNet should retain the services of a consultant who has experience in spectrum evaluation, specifically in the area of ITFS.

Dr. Evelyn Webb reported that the FCC had forwarded CD Rom copies of the engineering analysis of the ITFS spectrums for each Board member.

Finance Report

Deborah Gilbert presented the items listed on the Finance Committee agenda for action.

Upon a motion by Jimmy Murphy, and a second by Veldore Heidelberg, the Board voted unanimously to approve the May 31, 2001, Education Enhancement Fund Disbursement from Fund 4080 and Fund 4100, in the total amount of \$2,276,847 (Exhibit D).

Sandra Lucas outlined a proposal for the purchase of new tables and chairs for the SBCJC boardroom (Exhibit E). After a discussion, Jimmy Murphy made a motion, seconded by Henry Hudspeth, that the Board approve the purchase of new tables and chairs for the SBCJC boardroom. The motion failed. Voting yes – Walker, Murphy, Warren, and Hudspeth. Voting no – Junkin, Collins, Heidel, and Brown. Abstaining – Heidelberg. Veldore Heidelberg made a motion, seconded by Brenda Collins, that the Board revisit the issue at the next meeting in order to examine the present furniture before making a decision on the purchase of new tables and chairs. Motion passed unanimously.

Deborah Gilbert presented the Administrative Budget for fiscal year 2002 and briefly outlined the increases and decreases. Upon a motion by Lawrence Warren, and a second by Brenda Collins, the Board voted unanimously to approve the FY 2002 Administrative Budget (Exhibit F).

Upon a motion by Lawrence Warren, and a second by Joanna Heidel, the Board voted unanimously to approve the Z-1 Budget Form for Administration for fiscal year 2002 (Exhibit G).

Upon a motion by John Junkin, and a second by Lawrence Warren, the Board voted unanimously to approve the Z-1 Budget Form for Support for fiscal year 2002 (Exhibit H).

Upon a motion by Jimmy Murphy, and a second by Veldore Heidelberg, the Board voted unanimously to approve the Guidelines for the Disbursement of Education Technology Funds for fiscal year 2002 (Exhibit I).

Upon a motion by Joanna Heidel, and a second by Veldore Heidelberg, the Board voted unanimously to approve the Guidelines for Administration of Associate Degree Nursing Support for fiscal year 2002 (Exhibit J).

Mrs. Gilbert presented the FY 2003 Budget Request for Support and Administration for the Board's information (Exhibit K). No action was required.

Also, Mrs. Gilbert presented financial statements for Funds 2291, 3291, and 4300 as of April 30, 2001 (Exhibit L).

In other business, Mrs. Gilbert presented the Mississippi Public Community and Junior College 5-Year Capital Improvement Plan for the years 2003 through 2007 (Exhibit M). The plan includes capital improvement projects and repair and renovations projects for the colleges. Upon a motion by Jimmy Murphy, and a second by Lawrence Warren, the Board voted to approve the 5-Year Capital Improvement Plan for 2003 through 2007. Motion passed. Voting yes – Walker, Hudspeth, Warren, Heidel, Heidelberg, Collins, Murphy, and Brown. Abstaining – Junkin.

Program Committee

Joanna Heidel presented program requests for new programs for the upcoming fiscal year for Board action (Exhibit N).

Upon a motion by Joanna Heidel, and a second by Henry Hudspeth, the Board voted unanimously to approve a request for a Health Care Assistant certificate program for Copiah-Lincoln Community College's Natchez Campus. ✓

Upon a motion by Joanna Heidel, and a second by Lawrence Warren, the Board voted unanimously to approve a request to terminate the current Practical Nursing Program and replace it with a Health Care Assistant certificate program at East Mississippi Community College at the Scooba campus. ✓

Upon a motion by John Junkin, and a second by Yvonne Brown, the Board voted unanimously to table a request for a Local Area Network Technology AAS degree program for East Mississippi Community College's Golden Triangle location until additional budget information is submitted. ✓

Upon a motion by John Junkin, and a second by Yvonne Brown, the Board voted unanimously to approve a request for an Industrial Maintenance Mechanic AAS degree and certificate program for Holmes Community College's Ridgeland location. ✓

Upon a motion by Jimmy Murphy, and a second by John Junkin, the Board voted unanimously to approve a request for an Electric Commerce Technology AAS degree program for Itawamba Community College at the Fulton Campus. ✓

Upon a motion by John Junkin, and a second by Brenda Collins, the Board voted unanimously to table the requests for a Wide Area Networking AAS program and Web Page Design AAS program for Mississippi Gulf Coast Community College, both at the Perkinston Campus, until the appropriate budget information is received. ✓

Upon a motion by John Junkin, and a second by Jimmy Murphy, the Board voted unanimously to approve a request for a Computer Servicing Technology AAS degree program for Pearl River Community College's Hattiesburg location contingent on the submission of revised budget figures and staff's approval. ✓

Upon a motion by John Junkin, and a second by Brenda Collins, the Board voted unanimously to defer action on a request from Mississippi Gulf Coast Community College to add Golf Recreational Turf Management as an option to their Landscape Management Technology AAS degree program at the Perkinston Campus until the June meeting to allow for the submission of additional budget information.

Upon a motion by Joanna Heidel, and a second by Jimmy Murphy, the Board voted unanimously to approve a request from Northwest Mississippi Community College to add Business and Office Technology as an option to their Microcomputer Technology AAS program at their Oxford location.

Upon a motion by Henry Hudspeth, and a second by Yvonne Brown, the Board voted unanimously to approve a request from Holmes Community College to add Geographic Information Systems as an option under their Drafting and Design Program at their Grenada Center.

Planning for Appointment of a County Jailer Officers Standards and Training Board Member

Dr. Wayne Stonecypher reported that it is time for the SBCJC to select a representative for the County Jailer Officers Standards and Training Board. He asked that Board members submit names of individuals to be considered for the position. If no recommendations are received from Board members, SBCJC staff will make a recommendation.

Workforce Education

George Walker reported that a recent newspaper article had announced that Mississippi is to be the first recipient of a summit to develop a vision of Mississippi's higher education. Workforce education will be a topic discussed at the summit. Mr. Walker has been asked to serve on the Governor's steering committee for the summit.

Mr. Walker also reported on items discussed at the May State Workforce Development Council (SWDC) meeting. During the last SWDC meeting the problems related to budget cuts and the adverse results on Mississippi's employers were discussed in depth. The SWDC is working diligently to bridge the gap to connect federal workforce funds and Mississippi's needs for workforce funding. As Co-chairman of the SWDC, Mr. Walker requested that beginning with the June meeting the SWDC will have a specific goal identified in the monthly agenda.

Mr. Walker reported that Dr. Johnny Franklin, Director of the Mississippi Public Education Forum, presented an overview of education as it relates to a "seamless garment" delivery from kindergarten through higher education.

SWDC member, Harry Martin, had asked that staff prepare a compilation showing where available workforce training funds are located. Mr. Walker distributed copies of the breakdown in workforce related training fund sources for FY 2001 (Exhibit O).

Mr. Walker reported that the SWDC voted to send a letter to the Governor expressing appreciation for his vision in workforce training and request that he appoint a contact to assist in communication and articulation of the mission of the various agencies assigned the responsibility of workforce training and to enhance better utilization of state and federal resources. The SWDC feels strongly that by utilizing a coordinating effort, much more can be done for citizens and businesses in developing a stronger workforce that will ultimately make a long-term positive influence on our State. Also, letters were written to Dr. Tom Layzell, IHL Commissioner, and Dr. Thompson, State Superintendent of Education, requesting more participation in the SWDC from IHL and the State Department of Education.

Mr. Walker requested that the Workforce Education Report be moved to a spot higher on the SBCJC monthly agenda.

Appointment of Committee for Executive Director's Evaluation

George Walker distributed an evaluation packet to each Board member present and briefly outlined the procedure that will be utilized in completing the SBCJC Executive Director's performance appraisal (Exhibit P). Yvonne Brown, Brenda Collins, Henry Hudspeth and George Walker will serve on the committee.

Travel Authorizations

Chairman Walker asked for requests to authorize travel reimbursements for events other than regularly scheduled Board meetings. On a motion by John Junkin, and a second by Jimmy Murphy, the Board voted unanimously to approve requests for reimbursement of travel expenses for the following:

Brenda Collins for attending a Mississippi Public Education Forum Awards Program on May 14, 2001, in Jackson.

Yvonne Brown for attending an EdNet Board meeting via a conference call on May 24, 2001.

George Walker for attending a meeting in Jackson on May 1, a workforce education meeting on May 30, the Governor's conference on May 31, the MACJC Legislative Planning Workshop in Robinsonville on June 7-10, and the SWDC meeting in Jackson on June 13, 2001.

OTHER BUSINESS

In other business, Veldore Heidelberg made a motion, seconded by Joanna Heidel, that the Board meet at Meridian Community College in Meridian, Mississippi in September, 2001. Motion passed unanimously. Mr. Walker asked Mrs. Heidelberg to seek a written letter of invitation from Dr. Scott Elliott, President of Meridian Community College.

Mrs. Heidelberg also asked that SBCJC Executive Director for Finance, Deborah Gilbert, research an issue concerning the fact that hotels add sales tax to the room rate Board members are charged for overnight stays. She also reported that she recently gave the commencement address at Meridian Community College's graduation ceremony.

Jimmy Murphy expressed his appreciation to the Board and staff for the cards and green plant he received during his recent illness.

ADJOURNMENT

Upon a motion by John Junkin, and a second by Henry Hudspeth, the Board voted unanimously to adjourn the meeting at 12:35 p.m.


George Walker, Chairman


Olon E. Ray, Executive Director